

Minutes – Haywood Village Academy

Meeting Date: 12 December 2023
Location: HVA
Time: 5.30pm

Chair:

Kathryn Volk (KV)	Sponsor Councillor & Interim Chair
Ewa Bowman (EB)	Parent Councillor
<i>Vacancy</i>	Sponsor Councillor
Craig Jones (CJ)	Senior Principal
Susie Weaver (SW)	Executive Principal
Truon Ellis (TE)	Student Advocate
Della Hall (DH)	Teacher Councillor
Sarah Saunter (SS)	Support Staff Councillor
<i>Vacancy</i>	LA Councillor

Apologies

<i>Vacancy</i>	Sponsor Councillor
Naomi Cox (NC)	Sponsor Councillor
Hannah Cooke (HC)	Parent Councillor
Fiona Mayne (FM)	Sponsor Councillor

In attendance

Paul Lovely (PL)	Observing
Sue Burns (SB)	Clerk

Item	Description	Action
1.0	Welcome, Introductions and Apologies	
1.1	KV welcomed everyone to the meeting and introduced Paul Lovely (a potential new Sponsor Councillor who is observing).	
1.2	Absent with apologies: Hannah Cooke and Fiona Mayne.	
2.0	Declarations of Interest	
2.1	None declared.	
3.0	Minutes of the last meeting	
3.1	The minutes of the last meeting (10 th October 2023) were agreed to be a true and accurate record.	
3.2	13.1, SW to report on EDI developments in the Trust at the next meeting – Carried forward. 6.4, DH to circulate the attendance PP gap for last year – Completed. 93.5% PP, 95.5% non-PP. 7.11, CJ to include updates on the CiC PEP updates at the next meeting – Completed. One child is in a guardianship arrangement and is therefore not LAC. We have two PLAC. The Designated Teacher for CiC liaises with the LA to determine if any additional support is required to meet specific goals and/or targets. 8.4, SS to liaise with Steve Bane about safeguarding and shared use of community spaces – Completed. HVA has approached Hale and have raised with Steve Bane the need for clubs to have their own Safeguarding Policy. We have recorded this in the S175 LA Safeguarding Audit.	

	9.3, All ACs to email their questions about the Academy Council Report to CJ – Completed.	
4.0	Academy Council Membership	
4.1	The Academy Councillors were reminded to provide a head and shoulders photograph of themselves for the website.	
4.2	Andrew Peacock has withdrawn his application to be a Sponsor Councillor.	
4.3	Paul Lovely is considering joining the AC as a Sponsor Councillor.	
4.4	<p>Immersion Dates</p> <ul style="list-style-type: none"> • Tuesday 23 January 2024 • Wednesday 6 March 2024 • Thursday 2 May 2024 • Friday 28 June 2024 <p>The Academy Councillors were reminded that they can attend at any point in the day.</p>	
5.0	EDI - Gemma	
5.1	EDI stands for 'Equality, Diversity & Inclusion' and holds a strong place at HVA.	
5.2	We have an EDI statement which outlines our aims and what we already do.	
5.3	This year our focus is Race. Last year we did a lot of work on LGBTQ+ so we are going to replicate the curriculum and oracy opportunities, but this time focused on Race.	
5.4	The use of language around protected characteristics is key for the KS2 children.	
5.5	I've provided some CPD with the staff at the October inset day and we discussed a range of EDI considerations when choosing texts.	
5.6	We will meet again and discuss whether the subtle changes that we've made to chosen texts to raise the profile of girls has had an impact.	
5.7	We celebrated Black History Month, and I provided a whole school assembly. Each class had a female person of colour to study alongside a range of activities which was very impactful.	
5.8	We will review the history curriculum this year and ensure that the children understand our EDI approach and why we are doing it.	
5.9	Broadoak had a really successful International Day which I would like to replicate on a smaller scale so I am going to liaise with Rose and see what might work well in our community.	
5.10	Broadoak's International Day was organised in conjunction with Voluntary Action North Somerset.	
5.11	<p>Why did you choose the history curriculum to review?</p> <p>Because Black History Month only covers one month so we are exploring how we can weave Race throughout the history curriculum. Science is another subject that we might explore afterwards.</p>	
5.12	<p>How EDI friendly is the library?</p> <p>The library texts and end of day reading books are very EDI focused.</p>	
5.13	I shared a video with the staff of a range of occupations that girls' thought was unattainable.	
5.14	<p>How will you measure the impact of race as a focus for the year?</p> <p>Pupil Voice will be key.</p>	
5.15	The Academy Council thanked Gemma for her presentation.	
5.16	Gemma left the meeting at 6.00pm.	
6.0	Student Voice – Truon Ellis	
6.1	<p>Are the areas of Team Talk discussion independent of the PSHE curriculum?</p> <p>No, they link to the assembly from earlier in the week. Each week has a themed focus which links to the Team Talk discussions later in the week. There is some overlap with the PSHE curriculum.</p>	
6.2	We visited KOA last year and reviewed their annual whole school overview and assembly planner which includes PSHE, extra-curricular activities, etc, on a term-by-term basis.	
6.3	Pupil Voice has included Aspens.	

6.4	Pupil Groups include a Play Leader in each class who has dedicated time to demonstrate a game. (see report)	
7.0	Teaching & Learning	
7.1	[REDACTED]	
7.2	We have a range of staff in part-time roles who have advised that they feel well supported by the school and where possible we accept flexible working requests, provided they meet the needs of educating children.	
7.3	SW: The Trust has a focus on how we support women in the organisation and returning from maternity leavers on a part-time timetable to review how we can change these arrangements so that they are more successful.	
	Y6 Mock Results - Della Hall	
7.4	The Y6 SATs mocks took place last week; the DOYA data is due this week.	
7.5	Our AIP has a focus on the Y6 SATs outcomes, following our outcomes from last year.	
7.6	The Y6 tracker document is updated following the marking and records the Reading, Maths and SPAG scores.	
7.7	The mocks indicate which children are very close to achieving their scaled score, and where there are any gaps in learning.	
7.8	We have improved since mock 1 to mock 2: 11.7% in Reading 8.3% Maths 11.7% Spag	
7.9	We also have national data that we can compare to, and we have calculated what our outcome predictions are based on the progress made to date.	
7.10	We do a question level analysis (QLA) to identify gaps and whether any repeat teaching is required or if individuals need any specific tutoring.	
7.11	Do the children know their scores? They are aware of their scores, but we are working on creating mini targets for them.	
7.12	How do you celebrate the lower scores? We refer to the amount of progress they're making.	
7.13	PP children are represented by a larger percentage because there are fewer of them. There are several PP children who are very close to achieving their scaled score.	
7.14	We offer tutoring 8.00am to 8.30am which we've budgeted for, therefore once the Y6 SATs are complete we can use this time for some Y5 students.	
7.15	Core Team Meetings involve teachers discussing individual pupils to identify focus children and actions which is then reviewed the following week.	
7.16	How long do children remain as focus children? They are removed from the list when they make sufficient progress in a concept and then they come off the document.	
7.17	Is there capacity to focus on as many children as needed? We have changed the meetings to once a week which allows a drip-feed weekly.	
7.18	Y1 Phonics Screening Check	
7.19	The first Phonics Screening Check practice has taken place and was very positive with 39/60 already meeting the expected standard.	
7.20	Another Phonics Screening practice will take place next term.	
7.21	The Academy Council thanked Della Hall for her presentation.	
	Academy Council Report – Craig Jones	

7.22	The Academy Council Report is linked to the SEF.	
7.23	The ARV (Academy Review Visit) has taken place, and another is planned for next term.	
7.24	Do HVA Staff provide ARVs for other academies? Yes, some members of the SLT attend as part of their CPD.	
7.25	We have had an increase in challenging behaviour from some of our children with high needs.	
7.26	How are the staff coping with the behaviour presented by some high-needs children? We give them opportunities to express and share, as well as learning from best practice. The next Inset Day will focus on providing for high-needs children.	
7.27	External professionals have commented on how settled a specific child is in our setting.	
7.28	If a child dysregulates, does the member of staff receive a de-brief? Yes, the Team Leader checks in with them. We have 12 mental health qualified staff at HVA.	
7.29	Recruiting 1:1 TA support has been challenging this year due to the recruitment crisis which is a national challenge.	
7.30	Breakfast Club is full. After School Club is busy but not full, but it's an important resource for parents.	
7.31	ACTION: CJ to circulate the Y5 & Y6 Belonging Survey Outcomes for the next AC Meeting.	CJ
7.32	What is the diff between a VP, and an Assistant Principal – they tend to be operational and hold other whole school responsibilities. In a Primary the title may align to a KS Lead for example. We have Associate Principals because we don't have an Assistant Principal due to budget constraints. An Associate Principal is a temporary role that is appointed to internally and deputises for the Assistant Principal.	
8.0	Policies	
8.1	Policies to Note: <ul style="list-style-type: none"> • RHSE • Suspensions and Exclusions 	
8.2	The Academy Councillors noted the above policies.	
9.0	Immersion Morning	
9.1	On 20 th November 2023, Fiona, Hannah and Kathryn attended an immersion morning which was a very positive experience.	
9.2	It was really good to see the language from these meetings used consistently across the school.	
9.3	We also had the opportunity to talk to two pupils about playtimes and school trips which was very informative and enjoyable.	
9.4	The next Immersion Day is scheduled for 23 rd January 2024.	
10.0	Link Reports	
10.1	Attendance – Hannah Cooke	
10.2	SEND – Fiona Mayne LAC – Hannah Cooke	
11.0	AOB	
11.1	KV thanked all the Academy Councillors for supporting HVA and wished them and the staff a good Christmas break.	
12.0	Matters for the Board/COAC	
12.1	None	
13.0	Close of Meeting	
13.1	The meeting closed at 7.20pm	